

CONFIDENTIAL

DPD-7511-59

2 November 1959

MEMORANDUM FOR: Real Estate and Construction Division
Space Maintenance and Facilities Branch

ATTENTION :

SUBJECT : Local Office Moves

1. It is requested that a moving crew be made available on Wednesday, 4 November 1959 for the following:

A. Room 508, 1717 "H" Street

- (1) Move three safes within same room
- (2) Pick-up one desk for turn-in
- (3) Remove one instrument on [redacted]
Remove one instrument on [redacted]
Remove one electrical stack

B. Room 538, 1717 "H" Street

- (1) Move four desks and one safe from Room 538 to Room 530.

C. Room 599, 1717 "H" Street

- (1) Pick-up two manual typewriters, one desk, five telephone tables and one rotary chair for turn-in to BSO.
- (2) Move four safes and one storage cabinet within same room

D. Room 520, 1717 "H" Street

- (1) Nineteen safes, eleven desks, one storage cabinet, one conference table
- (2) Above to be moved within Room 520 and should be coordinated with telephone move which has been requested.

E. Room 536, 1717 "H" Street

- (1) Move five safes within same room.

2. Information in regard to the above may be had by contacting [redacted] on extension [redacted]

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MB/DPD-DD/P:RDH:mrs

Dist: 0 & 1 - Addes

1-C/MAT/DPD

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Chief, Material Branch, DPD-DD/P